

Minutes
Brooks Free Library Board of Trustees

Wednesday January 13, 2016
Thornton Room, Brooks Free Library
739 Main Street, Harwich, MA 02645

Call to Order: The meeting was called to order by Chairman Mary Warde at 7.09 P. M. Present were Mary Warde, Joan McCarty, Ann Emerson, JoAnne Brown, William Crowell, Kathleen Remillard, Jeannie Wheeler and Library Director Virginia Hewitt.

Approval of Minutes: Joan McCarty made a motion to accept the December 9, 2015 regular meeting minutes. JoAnne Brown seconded. The motion carried by unanimous vote.

Public Comment: None.

Reports:

Chairman: No formal report.

Library Director: See Report

- Emily Milan created a newsletter to keep the staff informed of current library events and new information.
- Ann Carpenter attended ALA in Boston.
- Annual CLAMS Legislative Breakfast is in Falmouth on February 5th.
- The lights are working. Eversource replaced transformer at the pole and replaced a circuit board.

Building Committee:

- Jeannie Wheeler spoke to Jim Igoe from Mass Preservation regarding exterior paint removal. Ginny received a statement from McGinley Kaslow regarding paint removal on historic buildings. JoAnne Brown reviewed the Department of Interior's guidelines for removing exterior paint.
- JoAnne Brown reviewed the main concerns regarding the library exterior project. They are the cost of the project, maintenance vs. preservation and misunderstandings with HDHC. She will address the concerns at the next CPC meeting.
- Ginny reminded the Trustees that the town has provided money over the years for exterior painting.
- Jeannie Wheeler is still waiting to hear from W.B. Mason regarding furniture for Doane Room.

Correspondence: None.

Old Business:

- Ginny handed out the expense and salary report for FY 17. The budget meeting went well. Maintenance will be centralized in July.

New Business:

- JoAnne Brown made a motion to accept \$2655.47 in donations. Jeannie Wheeler seconded. The motion carried by unanimous vote.

Trustees Report: None.

Upcoming Meetings:

- Next Trustees meeting Wednesday February 10, 2016 at 7:00 P.M. at the library.

Adjournment: Mary Warde made a motion to adjourn the meeting. Joan McCarty seconded. The motion carried by unanimous vote. The meeting adjourned at 8:45 P.M.

Respectfully submitted,



Kathleen Remillard, Secretary
Trustee Brooks Free Library